**Lisa White**[Log Out](#) | [Preferences](#) | [Help](#)

First page Previous page Next page Last page

[Dashboard](#)[Pre Award](#)[Awards](#)[Post Award](#)[Create Reports](#)◦ [Funding Opportunities](#)

- [My Funding Opportunities](#)
- [Create a new Competitive Funding Opportunity](#)
- [Create a new Non-Competitive Application Package](#)
 - [Mandatory Non-Competitive](#)
 - [Discretionary Non-Competitive](#)

◦ [Application Processing](#)

- [My Applications](#)
- [Create a New Application](#)

- [Application Processing/](#)
- [Application Details](#)

Application Details

Civic Works, Inc.

FY16 ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING (EWDJT) GRANTS

Approving Region: EPA R3 | Awarding Region: EPA R3

Current assignee: Unclaimed**Current delegate: None****Full Application**

Workflow Task

Workflow History

General Information

Applicant Name: CIVICWKS - Civic Works Inc**Agency Name:** Environmental Protection Agency**CFDA Number:** 66.815**CFDA Program Title:** Environmental Workforce Development and Job Training Cooperative Agreements**Opportunity ID:** EPA-OSWER-OBLR-16-01**Opportunity Title:** FY16 ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING (EWDJT) GRANTS**Competition Type:** Competitive**Submitter Name:** Dion Wright**GRANTS.GOV Tracking Number:** GRANT12067563

More Information

IGMS Information

Competition Close Date: 01/14/2016**AAShip:** OLEM - Office of Land and Emergency Management**Approving Region:** EPA R3**Project Officer:** Jeff Barnett**PO Phone:** 215-814-3246**Awarding Region:** EPA R3**Grant Coordinator:** Marie James**Grant Specialist:** Bobbi Robinson

Program Code: JT - Environmental Workforce Development and Job Training Cooperative Agreements
 Grant Number: 96348501-0

Minutes

Click Ok or close this popup to extend your session.

OK Solicitation Information

Opportunity Id: EPA-OSWER-OBLR-16-01
Opportunity Title: FY16 ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING (EWDJT) GRANTS
Opening Date: 11/13/2015
Closing Date: 01/14/2016
Grants.Gov Tracking Number: GRANT12067563
Date Entered in IGMS: 01/14/2016

Submission Information

Submission: Application
Grant: Non-Construction
Date Submitted: 01/14/2016
Time Submitted: 12:00:00 AM
Type of Application: New

Applicant Information

	Grants.gov	IGMS
Applicant Type:	M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)	Not for Profit
Applicant Name:	Civic Works, Inc.	CIVICWKS - Civic Works Inc
Applicant DUNS#:	947587200	947587200
Organizational Unit:	Green Projects	
Sub Org Unit:	B'More Green	
EIN:	52-1925614	52-1925614
Address:		2701 Saint Lo Drive
City:		Baltimore
State:		MD
Zip:		21213
County:		Baltimore
POC Name:		Eli Allen
POC Phone:		410-929-6135
POC E-Mail:		eallen@baltimoregreencareers.org
POC FAX#:		410-799-3692

Project Information

	Grants.gov	IGMS
Federal Agency:		Environmental Protection Agency
CFDA:	66.815 - Environmental Workforce Development and Job Training Cooperative Agreements	66.815 - Environmental Workforce Development and Job Training Cooperative Agreements
Project Title:	B'More Green Environmental Job Training	
Budget Period Start:		10/01/2016
Budget Period End:		09/30/2019
Project Period Start:	10/01/2016	10/01/2016
Project Period End:	09/30/2019	09/30/2019
State(s) Affected By Project:		MD
County/Counties Affected By Project:		Baltimore
		Baltimore

Grants.gov		Minutes		IGMS	
<div> <div>Close</div> <div>Cancel</div> </div> <div> <div>OK</div> </div>					
<div>City/Cities Affected</div> <div>By Project:</div> <div>Zip Codes Affected By Project:</div> <div>Project Cong Dist Affected By Project:</div> <div>Congressional Districts</div>					
		21213			
MD-007		09			
<div>Grants.gov</div> <div>IGMS</div>					
Applicant Cong Dist: MD-007					
Estimated Funding					
Federal:		\$200,000.00			
Applicant:					
State:					
Local:					
Other:		\$117,000.00			
Program Income:					
TOTAL:		\$317,000.00			
Is the Application subject to review by State Executive Order 12372 Process?					
		a. This application was made available to the State under the Executive Order 12372 Process for review on			
Available for Review:		01/13/2016			
Is the Applicant delinquent on any Federal Debt?					
Authorized Representative					
Authorized Rep:					
Title:					
Phone:					
Key Contacts					
Authorized Rep:					
Title:		Phone:			
Address:					
City:					
State:		Zip:			
Fax:		E-Mail:			
Payee:					
Title:		Phone:			
Address:					
City:					
State:		Zip:			
Fax:		E-Mail:			
Administrative Contact:					
Title:		Phone:			
Address:					
City:					
State:		Zip:			
Fax:		E-Mail:			
Project Manager:					
Title:		Phone:			

User Name: _____ Address: _____ # Minutes _____
 City: _____ State: _____ Zip: _____
 OK Fax: _____ E-Mail: _____

Click Ok or close this popup to extend your session.

Application Attachments

Grants.gov Application: GRANT12067563

Attachments:

[ProjectNarrativeAttachments-Attachments-1234-CivicWorks-NarrativeProposal-EPA-OSWER-OBLR-16-01.pdf](#)

[SF424 2 1-AdditionalProjectTitle-1235-Civic Works - Attachments.pdf](#)

[SF424 2 1-1236-Civic Works Congressional Districts.pdf](#)

[Form SF424A-V1.0.pdf](#)

[Form SF424 2 1-V2.1.pdf](#)

[Form Project-V1.1.pdf](#)

SF-424A Budget Information

Section A - Budget Summary

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. Environmental Workforce Development/Job Training	66.815			\$200,000.00	\$117,000.00	\$317,000.00
2.	66.815					
3.	66.815					
4.	66.815					
5. TOTALS				\$200,000.00	\$117,000.00	\$317,000.00

Section B - Budget Categories

Grant Program, Function or Activity					
6. Object Class Categories	(1) Environmental Workforce Development/Job Training	(2)	(3)	(4)	Total (5)
a. Personnel	\$186,600.00				\$186,600.00
b. Fringe Benefits	\$41,052.00				\$41,052.00
c. Travel	\$2,120.00				\$2,120.00
d. Equipment					
e. Supplies	\$2,578.00				\$2,578.00
f. Contractual	\$83,040.00				\$83,040.00
g. Construction					
h. Other	\$1,610.00				\$1,610.00
i. Total Direct Charges (sum of 6a - 6h)	\$317,000.00				\$317,000.00
j. Indirect Charges					
k. TOTALS (sum of 6i - 6j)	\$317,000.00				\$317,000.00
7. Program Income					

Section C - Non-Federal Resources

(a) Grant Program

(b) Applicant (c) State (d) Other Sources (e) TOTALS

Username: _____		Application Title: _____		Application ID: _____	
(a) Grant Program		(b) Applicant		(c) State	(d) Other Sources
# (Minutes)				(e) TOTALS	
8. Environmental Workforce Development/Job Training				\$117,000.00	\$117,000.00

OK

10.

11.

12. TOTAL

(sum of lines 8 - 11)

\$117,000.00

\$117,000.00

Section D - Forecasted Cash Needs

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total for 1st Year
13. Federal	\$16,667.00	\$16,667.00	\$16,667.00	\$16,666.00	\$66,667.00
14. Non-Federal	\$14,750.00	\$14,750.00	\$14,750.00	\$14,750.00	\$59,000.00
15. TOTAL (sum of lines 13 & 14)	\$31,417.00	\$31,417.00	\$31,417.00	\$31,416.00	\$125,667.00

Section E - Budget Estimates of Federal Funds Needed for Balance of the Project

(a) Grant Program	Future Funding Periods (Years)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Environmental Workforce Development/Job Training	\$66,667.00	\$66,667.00	\$66,666.00	
17.				
18.				
19.				
20. TOTALS (sum of lines 16 & 19)	\$66,667.00	\$66,667.00	\$66,666.00	

Section F - Other Budget Information

Direct Charges: 317,000.00 Indirect Charges: 0.00

Remarks:

Assignments

Type	Name	Telephone #
Eligibility Reviewer	IGMS Admin	212-637-4043
Merit Review Chairman	IGMS Admin	212-637-4043
Funding Decision	IGMS Admin	212-637-4043
Project Officer	Jeff Barnett	215-814-3246
Grant Coordinator	Marie James	215-814-3445
Grant Specialist	Bobbi Robinson	215-814-2107

Additional Readers

Additional Readers to Receive Email Notifications:

Name	Email	Phone	Date Added
Jeff Barnett	Barnett.Jeff@epa.gov	215-814-3246	Jul 21, 2016 - 10:40:19 AM

Board of Directors

Officers

Jonathan A. McNick
Chair

Antony M. Gross
Vice Chair

Jared A. Rosen
Treasurer

Vanessa L. Morris
Secretary

Charter Board Member Emeritus
(1995-2008)
Samuel Hopkins

Members-at-Large

Lu Ann Blackburn

Marc G. Bunting

Mark Counselman

Luvon Dungee

Matthew A. S. Esworthy

Christopher L. Fearey

Howard R. Feldman

Eliza Graham

Steve Hazin

Davin Hong

Johns Hopkins

Karin Hurt

Richard Mayhew

Julie Mazzola

Andrea McCants

David H. Milton

Louis Miserendino

Ian Neuman

Sherretta C. Peterson

Jayna E. Powell

Peter B. Rosenthal

Jerome L. Sanders

Carol R. Schwartz

Steven S. Stern

Novella D. Tascoe

Terrell R. Williams

Robert O. Zdenek

Advisory Board Members

Sherry A. Welch

Chair

Rhonda C. Anderson

Joe Harsel

Hon. Helen L. Holton

Anthony T. Hawkins

J. Thomas Hooper

Hon. Kathleen Kennedy Townsend

Deborah A. Morgan

James R. O'Brien

Michael Posko

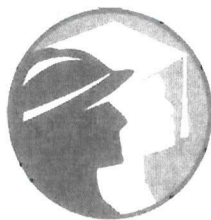
W. Bryan Rakes

Eric B. Tawer

Charles G. Tilton, III

Dana M. Stein

President and Executive Director



CivicWorks

Baltimore's Service Corps

An AmeriCorps Program

Transmittal Letter

A. Applicant Identification

Civic Works, Inc.
2701 Saint Lo Drive
Baltimore, MD 21213
DUNS: 9475872000000

B. Responses to the Nine (9) Threshold Eligibility Criteria

(a) Applicant Eligibility

- Civic Works is a non-profit organization with 501(c)(3) tax exempt status. Please see attached IRS determination letter.

(b) Demonstration of Non-duplication of Federally Funded Job Training

• Civic Works can attest to the fact that it does not duplicate any existing federally funded environmental job training program in its target community. In making this determination, Civic Works has reviewed the recently awarded green job training grants from the EPA's Superfund Job Training Initiative (SuperJTI); the EPA's Environmental Justice Small grants program CFDA 66.604; the EPA's Surveys, Studies, Investigations, Training, and Special Purpose Activities Relating to Environmental Justice grants program CFDA 66.309; the National Institute of Environmental Health Sciences (NIEHS) Hazardous Waste Worker Training program; Department of Labor (DOL) grant funds that include brownfields remediation, renewable energy, HVAC, and other energy-related training and wastewater treatment technology operator training; and relevant job training programs at other agencies such as Housing and Urban Development, Department of Energy, Health and Human Service, and other federal agencies. Of the aforementioned environmental job training grant programs, only the EPA's Environmental Justice Small Grants program has recently provided funding to a Baltimore-based entity. The EPA awarded Parks & People with a grant to increase public awareness of soil safety in Baltimore City, educate residents about the risks of soil contamination at vacant lot sites, train gardening professionals, and conduct soil sampling. As community-based soil safety awareness is not covered by Civic Works' proposed job training

Serving Baltimore's Communities and Creating Opportunities for Young Adults since 1993

Civic Works • 2701 St. Lo Drive • Baltimore, MD 21213 • (410) 366-8533 • Fax 410-366-1831 • www.civicworks.com

Funded in part by the Maryland Governor's Office on Service and Volunteerism – AmeriCorps Program



program, this EJ grant does not duplicate Civic Works' proposed project.

- Civic Works is not a recipient of any of the included federally funded environmental or "green job" training programs. Civic Works received a two-year Environmental Workforce Development and Job Training Grant for FY14, which is nearing the end of the grant period. Civic Works' current grant period will end September 30, 2016.

(c) Required HAZWOPER Training: Civic Works affirms that the following item will be included in all EPA funded curricula and be required of all trainees in the proposed program:

- OSHA 29 CFR 1910.120 40-Hour Hazardous Waste Operations and Emergency Response (HAZWOPER).

(d) Funding Amount: Civic Works is requesting \$200,000 from EPA over three years.

(e) Substantial Conformity with Instructions and Format: The application from this point forward conforms to the outline and content detailed in Section IV of the EPA RFP NO: EPA-OSWER-OBLR-16-01. There are no pages in excess of the limitations described in Section IV.

(f) Training Curriculum Chart Indicating the Cost of Each Course: Civic Works has included within its narrative proposal a detailed training curriculum chart listing associated costs for each training course and the associated cost percentage of the grant budget each course constitutes.

(g) Target Area and Proposal Submission Requirement:

- Civic Works proposes to serve only one target area: Baltimore City, Maryland, a designated Brownfields Showcase Community.
- Civic Works proposes to serve residents with substantial barriers to employment from neighborhoods across Baltimore. The program will be available to all unemployed and underemployed residents with barriers to employment, but will target the following high-unemployment East and West Baltimore neighborhoods: Sandtown-Winchester/Harlem Park, Oliver, Belair-Edison, Berea, Frankford/Cedonia, McElderry Park, Ellwood Park/Monument, and Edmondson Village.
- Civic Works is submitting only one proposal in response to the EPA RFP NO: EPA-OSWER-OBLR-16-01 and has followed all submission instructions detailed in Section IV of this RFP.
- Civic Works did not receive an Environmental Workforce Development and Job Training Grant from the EPA in FY 2015.

(h) Grants.gov Submission Requirement: Civic Works is submitting this proposal electronically through Grants.gov, and is not utilizing any other mode of electronic or hard copy submission.

(i) Deadline for Submission of Proposals: January 14, 2016

C. Grant Type: Environmental Workforce Development and Job Training Grant

D. Location: Baltimore City, Maryland

E. Contacts

(1) *Project Director*: Eli Allen

Phone Number: (410) 929-6135

Fax Number: (410) 779-3692

Email Address: ellen@baltimoregreencareers.org

Mailing Address: Civic Works, Inc., 6260 Frankford Avenue, Baltimore, MD 21206

(2) *Executive Director*: Dana Stein

Phone Number: (410) 366-8533 ext. 202

Fax Number: (410) 366-1831

Email Address: dstein@civicworks.com

Mailing Address: Civic Works, Inc., 2701 Saint Lo Drive, Baltimore, MD 21213

F. Date Submitted: January 13, 2016

G. Project Period: October 2016 – September 2019

H. Population: The population of Baltimore City is 622,793.¹

I. Training: Civic Works affirms that the following items will be included in all EPA funded curricula:

- OSHA 29 CFR 1910.120 40-Hour Hazardous Waste Operations and, Emergency Response (HAZWOPER) - ADVANCED
- Enhanced environmental health and safety awareness training: MD Lead Abatement Worker – ADVANCED; EPA AHERA Supervisor – ADVANCED

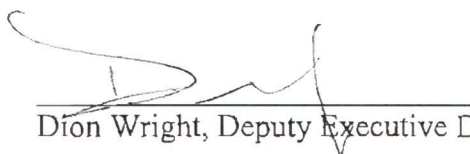
Dion Wright, Deputy Executive Director

410-366-8533 ext. 216 (phone)

2701 St. Lo Drive

Baltimore, MD 21214

dwright@civicworks.com; www.civicworks.com



Dion Wright, Deputy Executive Director

¹ "Baltimore City, Maryland: Baltimore City Population, 2014 Estimate," United States Census Bureau State & County Quick Facts.

Narrative Proposal

1. Community Need

A. Community Description

Civic Works serves unemployed and underemployed residents of the community of Baltimore City, Maryland. Baltimore's population is 63.1% African American, 31.6% white, and 5.3% of other races.¹ The unemployment rate is 7.4%.² Baltimore City's poverty rate is 23.6%, 13.5% higher than the state average of 10.1%.³ The majority of those who are in poverty or unemployed are low-skill workers who do not have the education and occupational skills necessary to obtain jobs with a living wage. 29.5% of Baltimore residents over 25 have only a high school diploma, and 21.5% of Baltimore residents do not have a high school diploma.⁴ Racial disparities also characterize the city's economic plight: African Americans in the Baltimore metropolitan area are 2.6 times as likely to be unemployed as their white neighbors, the second highest of such ratios in the country.⁵ Ex-offenders in particular face an especially inhospitable job market, and Baltimore puts a higher percentage of its population behind bars than any other city in the United States.⁶ Civic Works is located in a Maryland Enterprise Zone.⁷ Baltimore suffered \$4.5 million in damages in 2012 following a severe derecho, and many communities are recovering from \$30.5 million in damages following the civil unrest of 2015.⁸

Community Demographics⁹

	Neighborhoods	City	State	National
Population	32,329	622,793	5,976,407	318,857,056
Unemployment	15.2%	7.4%	5.5%	4.5%
Poverty Rate	30.8%	23.6%	10.1%	15.5%
Percent Minority	90.2%	73%	49.3%	39.9%
Per Capita Income	\$16,898	\$24,750	\$36,354	\$28,889
Median Household Income	\$29,435	\$41,819	\$74,149	\$53,482
% Above/Below U.S. Avg Income	50%	-21.8%	+38.6%	NA
*Project will target recruitment in: Belair-Edison, Berea, Sandtown-Winchester/Harlem Park, McElderry Park, Oliver, Franford/Cedonia, Ellwood Park/Monument, and Edmondson Village				

Baltimore is an environmental justice community, subjected historically to economic disinvestment, high unemployment, health disparities and environmental contamination. Between the 1970s and the 1990s, Baltimore lost over 50% of its manufacturing jobs, and that trajectory has continued. The decline of the manufacturing sector and the environmental impact from the resulting abandoned industrial sites have had a disproportionate impact on Baltimore's minority population, which constitutes over two-thirds of the city. EPA's EJSCREEN tool identifies over 20 southeast Baltimore census tracts as contributing significantly to local race and

¹ U.S. Census Bureau, "Baltimore City, Maryland: 2014 Estimates," *State & County Quick Facts*.

² Bureau of Labor Statistics, "Unemployment Rates by County in Maryland, Nov. 2015."

³ U.S. Census Bureau, "Selected Economic Characteristics: 2014 American Community Survey."

⁴ U.S. Census Bureau, "Baltimore City: 2007-2011 American Community Survey."

⁵ Algernon Austin, *High Black Unemployment Widespread across Nation's Metropolitan Areas*, Economic Policy Institute, 2011.

⁶ Justice Policy Institute, *Baltimore Behind Bar*, June 2010.

⁷ Baltimore CityView, 2016, <http://cityview.baltimorecity.gov/cv/map.aspx?question=14>

⁸ Jessica Kartalija, "Md. Counties Receive Federal Funding After Derecho Storm", CBS Baltimore (2012); Office of Governor Larry Hogan, "Request for Presidential Disaster Declaration: Governor's Request Cover Letter Major Disaster" (2015)

⁹ U.S. Census Bureau, *2010-2014 American Community Survey*; U.S. Census Bureau, "Baltimore City: Population, 2014," *State & County Quick Facts*; U.S. Census Bureau, "USA: Population, 2014," *State & County Quick Facts*; U.S. Census Bureau, "Baltimore City: Economic Characteristics: 2014 American Community Survey"; U.S. Census Bureau, "Race: 2014 American Community Survey"; Baltimore CityView, 2016; Baltimore Neighborhood Indicators Alliance, "Vital Signs" (2013).

class disparities in proximity to Superfund sites, while a majority of East and West Baltimore neighborhoods contribute significantly to the disproportionate risk of lead paint exposure faced locally by low-income and minority individuals.¹⁰ On average, the neighborhoods where Civic Works will target recruitment are in the 87th percentile for Superfund site proximity and 89th percentile for lead paint exposure.¹¹

Baltimore City currently has 1,000 brownfield sites, which contain 2,500 acres of land. Over 40% of the brownfields sites occur in the city's overwhelmingly minority Empowerment Zone, diminishing the prospects for economic revitalization in these communities.¹² In addition to posing an obstacle to economic growth in the region, these sites pose a risk to the health of Baltimore's residents. An analysis of brownfields sites in Southeast Baltimore found high rates of hazardous substances and recognized toxicants, including PCBs, nickel, chromium, iron compounds, phthalates, TDI, and naphthalene. As a result, these communities face striking health disparities, with mortality rates that are 27% higher for cancer and 39% higher for respiratory diseases, compared with local communities that have low concentrations of brownfields sites.¹³ Moreover, Baltimore's asthma hospitalization rate stands at over 1.7 times that of the state, and the number of children with high blood lead levels (over 10 µg/dL) is between three and four times the state average.¹⁴

Civic Works addresses Baltimore's environmental justice challenges by training unemployed and underemployed Baltimore residents living in impacted communities. By continuing under this grant to place underserved residents in jobs remediating Baltimore's brownfields sites, Civic Works will help them take advantage of the opportunities created from the revitalization of sites that previously subjected communities to blight and contamination. In order to serve those with the greatest barriers to work, Civic Works' B'More Green program will recruit, train, and place unemployed and underemployed Baltimore residents who have a history of incarceration, insufficient educational attainment, mental illness, a disability, or a history of substance abuse. Since 2009, 92% of participants have been formerly incarcerated or have had a significant history of arrest and conviction. As minority communities are most impacted by brownfields sites, Civic Works' brownfields training focuses primarily on the recruitment of minority populations and serves a number of residents from Baltimore's Empowerment Zone. As a result, over 94% of participants trained by B'More Green have been African Americans.

The Baltimore Office of Sustainability also partners with Civic Works to encourage the remediation of brownfields sites, especially in disproportionately impacted communities. Under this grant, Civic Works will facilitate the remediation of brownfields sites in these communities by ensuring that companies have the highly trained workers they need to perform this work. These efforts promise to facilitate the identification and reduction of threats to public health in environmental justice communities, thereby reducing the health disparities experienced by these residents. In recognition of its efforts to remediate brownfields sites in its Empowerment Zone, Baltimore received EPA national brownfields designation in 1995 and was selected as a brownfields showcase community. Civic Works will continue to demonstrate that job training

¹⁰ U.S. EPA, EJSCREEN, "baltimore city" Density: NPL Proximity Index 95-100 %ile; Lead Paint Index 90-95%ile, 95-100%ile

¹¹ U.S. EPA EJSCREEN, tracts: 070200, 080101, 080200, 090900, 150100, 160200, 160801, 260201, 260301, 260403 & 261000

¹² "Brownfields Showcase Community," Environmental Protection Agency, National Service Center for Environmental Publications, November 1998; John Byrne et al., "The Brownfields Challenge: A Survey of Environmental Justice and Community Participation Initiatives Among Ten National Brownfield Pilot Projects," University of Delaware, May 1999; Email communication with Gary Suskauer, former Director of the Brownfields Initiative, Baltimore Development Corporation.

¹³ J. S. Litt, N. L. Tran, and T.A. Burke, "Examining Urban Brownfields through the Public Health 'Macroscopic,'" *Environmental Health Perspectives* (April 2002).

¹⁴ Maryland Asthma Control Program, "Baltimore City," August 2011.

provides an opportunity to improve the environmental health and economic wellbeing of Baltimore's most disadvantaged residents. Environmental justice has consistently played a vital role in the City's brownfields remediation and Civic Works' job training efforts.

B. Labor Market Demand

Currently, there is at least \$2 billion being invested in brownfield projects in Baltimore City, including a \$48 million clean-up of Sparrows Point mill and a \$200,000 grant that the Baltimore Office of Sustainability recently received from the EPA for brownfields assessment work. This investment is producing a large growth in demand for skilled labor and is opening up new job opportunities.¹⁵ According to a recent Brookings Institution report about Baltimore's economy, the number of jobs in environmental remediation grew by 4.9% between 2000 and 2009, and the industry is expected to only continue to expand. Moreover, 42% of Baltimore's green jobs both provide a family-sustaining wage and do not require a four-year degree. This compares with 31% of jobs fitting these criteria in the overall economy.¹⁶ As Baltimore's environmental economy grows, there remains a steady employer demand for several types of environmental work requiring a variety of skills and certifications, such as the following:

Lead and asbestos abatement: Duties include abating lead and asbestos contamination. Qualifications include lead and asbestos abatement certifications and a driver's license. Some employers also prefer that employees have a personal vehicle. Workers must be willing to perform hard physical labor and wear PPE. The average starting salary is \$12 to \$17 per hour.

Environmental site assessment, inspection, and sampling: Responsibilities in this career track include assisting with Phase I and Phase II site assessments, assisting with lead and asbestos inspections, and collecting water, soil, and air samples. Qualifications include OSHA 40hr HAZWOPER, lead and asbestos inspection certification, and training in sample collection and Phase I and II site assessments. The average starting salary is \$11 to \$17 per hour.

Throughout January, Civic Works conducted a phone-based survey of 10 employers that have worked with the B'More Green program in the past. The following employers were included in Civic Works' employer survey: A&I Environmental, Lifeline Environmental, Resource One Inc., Urban Green Environmental, Environmental Staffing, Advanced Green Home Solutions, ARC Environmental, K K Environmental Services, KCI Technologies, and Details. Many of these employers consistently hire from Civic Works' B'More Green classes and speak very highly of graduates' performance.¹⁷ Moreover, 90% surveyed reported finding qualified applicants to be difficult or very difficult. There will be at least 124 entry-level environmental positions open each year at these companies that do not require a college degree and are appropriate for workers with a high school diploma or less, as long as they have the specific certifications provided by the B'More Green curriculum.

2. Training Program Description

A. Training Program Description

Civic Works has structured its B'More Green Brownfields Training to build graduates' employability to the highest level possible. Civic Works accomplishes this by including a very diverse curriculum of certifications and awareness trainings that meet the needs of the employer community. Civic Works administers a yearly Employer Curricula Survey to ensure such a match. According to the most recent employer survey, participants that graduate with the seven

¹⁵Jay Apperson, "Actions Clear the Way for Job-Creating Redevelopment at Former Sparrow's Point Steelmaking Facility," MDE (2014); Email communication with Gary Suskauer, Urban Green Environmental (formerly BDC)

¹⁶ Jennifer Vey, "Creating Opportunity in Greater Baltimore's Next Economy," Brookings Institution, 2012, 41, 48.

¹⁷ *See attached letters of support from Lifeline Environmental, A&I Inc., and Environmental Staffing

certifications offered will be highly sought after by local remediation companies. As a result, graduates will have a high likelihood of obtaining employment. B'More Green graduates will develop environmental skills and obtain seven certifications. Classes will be conducted over five 40-hour weeks. Civic Works will administer two training cycles per year, terminating in June; past experience has demonstrated that most hiring occurs between April and August. Classes will begin each day at 8am and will conclude no later than 5pm.

Since 2003, Civic Works' B'More Green program has worked with each of the Maryland-based environmental health and safety training providers. At the start of each brownfields job training grant, Civic Works has released a request for bids from the training providers. Each of the companies submits a bid stating the cost for providing environmental health and safety training and certification at Civic works' training site. As required in federal procurement procedures, Civic Works will generally contract with the lowest responsive bidder. There are a few reasons that Civic Works would not choose the lowest bidder, such as cases when the lowest bidder has provided substandard training in the past. Training providers are assessed by trainees and staff at the end of each course. Just as some providers have failed to provide a quality training, others have gone above and beyond to adapt their course to the alternative learning styles of Civic Works' trainees. In the case that a provider has successfully adapted their training to better suit the needs of trainees, Civic Works would weigh that as a factor and contract with them if it was determined that they provide the best value, even if they were not the lowest bidder. Health and safety is an overarching theme of the entire project, and there have been no incidents since the program's inception in 2003.

Training Program Format

Course Name / Curriculum Topic	Awareness or Advanced	State or Federally Recognized	# of Hours	# of Times Offered	Current Training Provider	Cost	% Grant Budget
Introduction to Ecology and Brownfields, Stormwater Management	Awareness	n/a	8	4	Urban Green Environmental	\$0	0%
Environmental Site Assessment	Awareness	n/a	16	4	Urban Green Environmental / Geo-Tech	\$0	0%
EPA AHERA Supervisor Certification	Advanced	Federal	40	4	Aerosol Monitoring Analysis, Inc.	\$6,000	7.6% (\$24,000)
MD Lead Abatement Worker Certification	Advanced	State	16	4	Aerosol Monitoring Analysis, Inc.	\$3,200	4% (\$12,800)
OSHA Hazardous Site Worker Protection and Emergency Response	Advanced	Federal	40	4	All American Environmental Services, Inc.	\$6,000	7.6% (\$24,000)
OSHA Confined Space Entry Certification	Advanced	Federal	8	4	All American Environmental Services, Inc.		--
OSHA Bloodborne Pathogens Certification	Advanced	Federal	2	4	All American Environmental Services, Inc.		

Fall Protection Certification	Advanced	Federal	8	4	All American Environmental Services, Inc.	Included with HAZWOPER cost --
Basic First Aid and Adult CPR	Advanced	Federal	8	4	All American Environmental Services, Inc.	
TOTAL			146*4=584 hrs			19.2% (\$60,800)

3. Budget (October 1, 2016 – September 30, 2019)

A. Budget Chart

<u>Project Funding</u>	<u>Outreach</u>	<u>Instruction</u>	<u>Program Mgmt</u>	<u>Placement / Tracking</u>	<u>Total</u>
EPA Project Funding					
Personnel	\$12,500	\$31,500	\$28,800	\$18,700	\$91,500
Fringe benefits	\$2,750	\$6,930	\$6,336	\$4,114	\$20,130
Travel	\$2,120				\$2,120
Contractual		\$83,040			\$83,040
Supplies		\$1,200	\$400		\$1,600
Community & Employer Outreach	\$1,610				\$1,610
Total EPA Funds	\$18,980	\$122,670	\$35,536	\$22,814	\$200,000
Total Non-EPA Funds	\$5,836	\$21,840	\$80,520	\$8,804	\$117,000

PERSONNEL

Project Director (Eli Allen) - \$28,800 (\$180,000 @ 16% FTE) - Responsible for managing the budget, managing the project within cost parameters, and facilitating the daily movement of the program, with a focus on recruitment, program logistics, He supervises the Placement Specialist and Training Coordinator. He will spend 100% of his time on management and planning.

Placement Specialist (Elizabeth Harlow) - \$31,200 (\$120,000 @ 26% FTE) - Responsible for building and maintaining relationships with environmental employers, seeking out new employers and employment opportunities for graduates, matching qualified graduates to job openings, and following up with employers once graduates are placed. She will spend 40% of her time on outreach and 60% on placement tracking.

Training Coordinator (Wellington Ashe) - \$31,500 (\$126,000 @ 25% FTE) - Responsible for assisting with daily training facilitation, on-site and off-site information and application sessions, and classroom facilitation. He will spend 100% of his time on instruction.

FRINGE - \$20,130 - Fringe benefits for staff members are calculated at 22% and include health insurance, FICA, SUI, and workers' compensation.

TRAVEL

TRAVEL - \$2,120 - Funding for staff travel to attend brownfields-related conferences and meetings. One B'More Green staff member will attend both the annual brownfields grantee meeting and the national brownfields conference. This line item also includes local staff travel for B'More Green activities at a cost of \$0.40 per mile.

CONTRACTUAL

Technical Training - \$60,800 - The cost listed is derived from bids Civic Works has received to date from past training providers, and will cover industry recognized environmental health certification training: OSHA 40-hr Hazardous Waste Site Worker, OSHA Bloodborne Pathogens

Certification, OSHA Confined Space Operations, EPA 40-hr AHERA Supervisor, MD Lead Abatement Worker, Fall Protection Certification, and Basic First Aid and CPR for Adults.

Medical Testing/Screening - \$22,240 – To ensure the best placement match for each applicant, Civic Works conducts a criminal record screening at a cost of \$7 per screening for 320 applicants. It is a core goal of B'More Green to train individuals with criminal records, and this screening is only conducted to ensure the best placement match. Second, Civic Works requires a drug test and respiratory physical examination of all potential trainees. B'More Green is a drug-free program, and employers also require that their employees be drug-free. In addition, employers require that their employees be healthy enough to work while wearing a respirator. Therefore, Civic Works only accepts applicants that pass the drug test and respiratory physical exam. Civic Works uses Concentra as its provider and the cost is \$250 per test for 80 enrollees.

SUPPLIES

SUPPLIES - \$1,600 – This budget item includes instructional and educational supplies including binders, binder dividers, binder tabs, folders, notepads, chalk, dry erase markers, pens, pencils, erasers, and folders for all students.

OTHER

Employer and Community Based Organization Outreach - \$1,610 – Funding for educational materials, mailings, meetings, and workshops to inform employers and community-based organizations about B'More Green. Outreach to CBOs is important, as these organizations refer applicants from target communities. Such outreach strengthens B'More Green's ties with employers who can hire its trainees, increasing its ability to place graduates. Civic Works is not requesting significant funds to market this program to potential applicants, as much of B'More Green's recruitment is completed through leveraged funds and in-kind contributions.

4. Program Structure, Anticipated Outcomes and Outputs

A. Outcomes and Outputs

Anticipated Outputs

Civic Works' B'More Green program will recruit and enroll in 146 hours of environmental job training a minimum of 80 unemployed or underemployed Baltimore residents with one or more significant barriers to employment. This will be completed through four training cycles. During each cycle, Civic Works will enroll a minimum of 20 participants, with the goal of graduating 90% (18 graduates per class) for a total of at least 72 graduates at the end of the grant. Each of these 72 graduates will have earned all of the seven certifications listed in Section 2.A. Civic Works will place 85% of its graduates (61) in jobs that bear a direct correlation to the training received. The results of the Employer Curricula Survey and general job market analysis support Civic Works' confidence in maintaining its high rate of placement.

Year	Overall # of Participants Enrolled	# of Graduates Completing Program	# of Graduates Placed in Environmental Positions
Year 1	40	36	30
Year 2	40	36	31
Total	80	72	61

Anticipated Outcomes

B'More Green's job training program will achieve the following outcomes:

- Help residents from communities impacted by environmental contamination take advantage of the jobs created by investment in brownfields assessment and remediation
- Provide training that leads to sustainable employment in the green economy

- Foster self-sufficiency among underserved Baltimore residents through skills development and non-EPA funded comprehensive case management
- Reduce exposure to environmental hazards by educating residents about environmental health and safety practices
- Empower residents to become involved in community redevelopment and remediation efforts through education about environmental health and justice
- Forge enduring partnerships with community stakeholders, including employers, nonprofits and local government, in order to ensure that that brownfields assessment and cleanup activities are being completed and that jobs are being created as a result
- Promote remediation in brownfields impacted communities by educating participants about the local ecosystem, contamination, and environmental health issues

Evaluation of Progress: As B'More Green trainees are recruited and progress through the program, the Project Director will track all training outcomes. Program evaluations will occur upon reaching each milestone during the training sessions; such assessments will include the number of participants enrolled and trained during the duration of the grant. Success of the program will also be measured by the number of participants placed in living wage employment, as well as their retention rate within a year after participant's graduation date. **See attached Milestones schedule.*

B. Recruitment and Screening

Recruitment and outreach will target applicants eighteen years and older who are from underserved and disadvantaged populations, including military veterans, those in poverty, homeless individuals, those participating successfully in drug treatment programs, people who are suffering from a mental illness, and formerly incarcerated individuals. As two-thirds of environmental jobs available require a vehicle in order to reach them, Civic Works will attempt to ensure that two-thirds of all participants have their own personal vehicle. The other third of participants without vehicles will be able to access local environmental jobs by public transportation or carpooling.

B'More Green has demonstrated success in training and placing people with significant barriers to employment. Since 2005, homeless veterans have made up no less than 14% of B'More Green participants, while the majority of B'More Green's enrolled participants were formerly incarcerated. Out of 603 participants enrolled from 2001 to 2013, 85 were veterans with significant barriers to employment, and 513 were formerly incarcerated individuals or others with a substantial history of arrest and conviction; many fit into both categories.

Civic Works' B'More Green program has long standing recruitment relationships with organizations throughout Baltimore that serve the target training populations. These entities provide support services such as housing, mental health and addictions counseling, extensive life skills education, and case management services that complement B'More Green's training and placement efforts. Recruitment partners include: the Baltimore Office of Child Support, which refers individuals needing assistance with making child support payments; Maryland Division of Probation and Parole, which refers individuals on parole or probation; Our Daily Bread Employment Center, which refers individuals experiencing homelessness; The Way Station, which refers veterans; the Maryland Center for Veteran's Education and Training, which refers veterans; Baltimore's One Stop Career Center network, which refers Baltimore residents seeking employment; Maryland New Directions, which refers Baltimore residents seeking employment; Marion House, which refers women recovering from addiction; Southwest Partnership, which refers southwest Baltimore residents; and various additional small nonprofit organizations.

Beyond these strong referral relationships, over the past 14 years Civic Works has developed a reputation as a highly effective jobs training and placement program within the communities it serves. As a result of its network of over 500 graduates and the career success they have experienced, approximately 60% of the people applying to join the program were referred by a previous graduate. Therefore, Civic Works no longer needs to employ traditional outreach practices in order to locate potential program participants.

In order to retain trainees until graduation, Civic Works requires all prospective applicants to attend an in-depth information session following initial recruitment to ensure that they fully comprehend the commitment and the goals of the program. All applicants must submit a written application with a personal statement, and meet one-on-one with program staff to discuss the opportunity and explore whether or not it is an appropriate match. Only applicants who demonstrate full awareness of the time commitment, have adequate means of financial and moral support, and are genuinely dedicated to pursuing an environmental career are considered for acceptance. Once an applicant has been deemed accepted, he or she must pass a urinalysis drug screening, a respiratory physical examination, and have a criminal record free of convictions for sex offenses. B'More Green is a drug-free program, and environmental employers also require that their employees be drug-free. In addition, employers require that their employees be healthy enough to work while wearing a respirator. Applicants must also be willing to respond to monthly follow-up surveys for at least one year after graduation. Finally, as it is a core goal of B'More Green to train individuals with criminal records, Civic Works conducts a criminal background screening to ensure that graduates are matched with the best employer placements. All services provided to trainees are done so at no cost to the participants.

All B'More Green Training takes place at Civic Works' satellite office and training center located at 6260 Frankford Ave, Baltimore, MD 21206. Baltimore has an extensive public transportation system—trains, busses, and light rail—that reaches all throughout the city. Participants can easily take public transportation to the training center, as the facility is located on a bus line. Many participants do own cars, and the training center has ample free parking.

C. Program Support

Employability Skills (Non-EPA Funded)

Funded through unrestricted revenue leveraged by Civic Works, each participant completes non-EPA funded formal job readiness instruction, focusing on behaviors that lead to success in the workplace. This training component begins with goal-setting exercises and topics related to finding motivation, personal leadership, developing a network, finding work/life balance, handling stress, and time management. Afterward, participants focus on employability skills such as resume writing, interview skills, job searching, self-empowerment, finding mentors, and building teams. Throughout the length of the 5-week training session, the participants are challenged to practice the habits and behaviors that will lead to long term career success, with an emphasis on punctuality, participation, and professionalism.

The Thalheimer Foundation has funded B'More Green's Case Manager to, at the beginning of each training cycle, conduct a comprehensive assessment of the job readiness skills, personal and professional development needs, supportive service needs, barriers to employment, academic attainment, abilities, interests and aptitudes of each program participant. This assessment is conducted through one-on-one sessions with the Case Manager and formal tests. Based on the results of the one-on-one meetings and formal assessments, the Case Manager works with each participant to develop an Individual Service Plan (ISP). Each ISP outlines long- and short-term goals for educational attainment, employment, personal development, and

securing support services. The ISP then tracks services provided by Civic Works, services provided by partner organizations, and progress toward meeting each goal. Participants are fully engaged in goal setting and barrier removal planning and meet regularly with the Case Manager to discuss progress made and challenges that need to be addressed. The ISP is reviewed formally at regular intervals and is updated as changes occur.

Job Placement

Once participants have been deemed “job ready,” based on their achievement in class and progress in reaching career development goals, Civic Works can then refer them for employment. Each training session ends with a closed career fair for program graduates only, at which the majority of placements are made. Civic Works then refers graduates to employers who were not available to attend the career fair and typically places the majority of graduates within 2 to 4 weeks of graduation.

Following graduation, B’More Green’s Placement Specialist maintains a relationship with program graduates for a minimum of one year. The Placement Specialist makes contact with graduates, on a monthly basis at most and a quarterly basis at the least, through calls, meetings, and/or email. The Placement Specialist also contacts the employer on a quarterly basis and tracks wage rate and benefits, position/title, and overall satisfaction with the job from both the employer and employee’s perspective. Whenever the Placement Specialist encounters a graduate who has left a placement, she assesses the reason. If the employee detached for reasons that do not put the employee at fault, she assists them with the next placement.

Hiring Incentive

There are a variety of incentive programs that encourage the hiring of disadvantaged Baltimore residents. Under the Federal Bonding program, the Department of Labor offers employers fidelity bonding averaging \$5,000 per worker for the first six months of employment for hiring hard-to-place applicants.¹⁸ The State also offers employers a three-year tax credit totaling up to \$6,000 for every new, economically disadvantaged Enterprise Zone resident that is hired.¹⁹ Some employers may also be eligible for the Job Creation Tax Credit.²⁰ The B’More Green Placement Specialist ensures that employers know how to participate in these programs.

D. Program Sustainability

Civic Works has developed a detailed plan to strengthen the financial sustainability of its B’More Green program by growing its base of grant funding and tuition-based trainings. Offering tuition-based classes to the general public will generate a new revenue stream and allow BCGC to reduce its reliance on foundation funding. As the brownfields industry grows, the need for tuition-based training for these positions will increase. BCGC is currently working to market these classes, and expects this strategy to bring in increased unrestricted funds as the market matures. In the second grant year, BCGC will begin outreach to funders with which Civic Works does not have an existing relationship, identified in Civic Works’ strategic plan. Civic Works is exploring relationships with non-EPA funders of environmental justice programs, as B’More Green’s targeted communities, program activities, and extensive community-based partnerships are a strong fit for many environmental justice programs. Civic Works’ plan is realistic, as BCGC has already been successful at growing its support from other government agencies, securing regular grants from the DLLR’s EARN Maryland program and a 2015 WIOA grant

¹⁸ “The Federal Bonding Program,” U.S. Department of Labor

¹⁹ “Enterprise Zone Tax Credit – A Maryland Tax Credit for Employers,” MD Department of Labor, Licensing and Regulation.

²⁰ “Job Creation Tax Credit,” Comptroller of Maryland

through the Mayor's Office of Employment Development. BCGC expects to continue expanding its level of government funding from non-EPA sources.

5. Programmatic Capability

A. Grant Management System

Civic Works currently receives federal funding from the Corporation for National and Community Service, Department of Labor, EPA, the Department of Housing and Urban Development, and the United States Department of Agriculture. For the 2015-2016 program year, Civic Works has received two CNCS grants. One is an AmeriCorps State and National Competitive grant of \$443,355 and the other is an AmeriCorps State Formula grant of \$309,867. Civic Works is successfully meeting all requirements.

A 34-member board of directors oversees Civic Works. The President and Executive Director, Dana M. Stein, is the founder of Civic Works and as such has extensive management experience. Civic Works has been an AmeriCorps program since 1994 and has a sound track record of compliance in all areas of administering multiple federal grants. In addition to the federal grants listed above, Civic Works has also received and properly administered grants from such other federal agencies as the National Park Service and the Department of Housing and Urban Development. Each year, Civic Works has an accounting firm conduct an independent A-133 audit; all opinions have been unqualified.

In 2011, Civic Works was granted a recertification of its Standards for Excellence Seal through the Maryland Association of Nonprofit Organizations, and has received preliminary approval for recertification in 2016. Civic Works has also received preliminary approval for accreditation from The Corps Network Corps Center of Excellence (CCE). This preliminary accreditation is the result of a rigorous application and committee review that verified our program goals, results, methods, and organizational practices meet the standards recommended by the 21st Century Conservation Service Corps (21CSC) Federal Advisory Committee.

In evaluating Civic Works for certification under its Excellence in Corps Operations (ECO) Program, the precedent to the CCE, the Corps Network (formerly the NASCC) said, "Civic Works is an exceptional program that will serve as a model of effective practices for other corps programs in numerous areas. Among many effective practices, the review team was particularly impressed with: the quality and commitment of the staff; the depth and breadth of the programming sponsored by the organization; the organization's use of developmentally sound programming practices. The Civic Works organization makes a significant contribution to the Baltimore and Washington, DC area. Without a doubt, the highly enthusiastic and dedicated staff has a solid foundation for future growth."

Management Team

The management team is comprised of direct staff members who are involved in operating the B'More Green training program. The direct program staff members are supported by Civic Works' Management Team. Civic Works' Management Team has not experienced significant turnover. In the event that the direct program staff members listed below leave, Civic Works' Management Team has sufficient knowledge and expertise to continue operating the program until new staff are hired and adequately trained.

Project Director, Eli Allen, joined Civic Works in 2009. He helped design Civic Works' Energy Retrofit Installer Training Program in 2010 and coordinated the supporting community, governmental, and employer partnerships. He is now the Director of Civic Works' Baltimore Center for Green Careers, which includes the B'More Green program. In this capacity, he is

responsible for B'More Green's operations, including supervision of staff and certified trainers, program administration, evaluation, and reporting.

Placement Specialist, Elizabeth Harlow, brings to Civic Works 20 years of experience coordinating service provision in a corporate environment, and 10 years of experience coordinating relationships and resources, and tracking data within the private sector. She earned her B.A. in Biology from Notre Dame of Maryland University, and grounds her work in an environmental understanding.

Training Coordinator, Wellington Ashe, brings to Civic Works' B'More Green 21 years of program coordination and administration experience and 20 years of experience counseling and mentoring underserved residents. He has facilitated over 350 life skills and career counseling workshops, and earned his B.S. in Psychology from Georgetown University.

The B'More Green Advisory Board also supports the program objectives. The Board convenes at least once per quarter to review the project's goals and accomplishments, and offer technical guidance, advice, and support to the project staff. Since its beginning in 2001, the Board has been altered to allow for a broader focus on green careers and green economic development in Baltimore. This new working advisory board supports Civic Works' Green Project Department which includes the B'More Green program. **See attached list of current advisory board members.*

B. Organizational Experience

Over the past twenty years, Civic Works has amassed an impressive record of job preparation and training for young adults and successful community service projects with dramatic impact on communities in Baltimore while managing over \$30 million in federal grants and other funding. Civic Works' members and volunteers have implemented a large number of projects in the environmental, education, and human service fields. Civic Works has worked with scores of community groups and state and local government agencies to bring about lasting improvements in both urban and suburban areas in the Baltimore region. Civic Works has completed five EPA brownfields job-training grants and is in the midst of completing its sixth. Civic Works expects to continue to exceed its enrollment, graduation, and placement goals as contracted with EPA.

B'More Green is housed in a 15,200 square foot building in northeast Baltimore. The building features 6,400 square feet of office and meeting space, and 8,800 square feet of warehouse space that has been partially converted into a classroom and hands-on training lab. The lab includes a confined space operations mock-up, and a room that is used to demonstrate and practice the construction of abatement containments and decontamination stations.

Civic Works has implemented a brownfields job training program since 2003. Over 500 participants have been trained and placed into brownfields and related environmental jobs earning an average wage between \$12 and \$16 per hour. Civic Works' staff has extensive experience working with its target populations including minorities, people who were formerly incarcerated, people who are without a formal education, military veterans who are transitioning from service, and veterans who have significant barriers to employment, and people recovering from addictions. Civic Works' staff facilitates the day-to-day operations of the program in cooperation with volunteer and contractual training consultants. Experience thus far has demonstrated that training consultants who have experience in the industry provide more meaningful and effective training and certification. Civic Works has worked with every training consultant in the region and has learned their strengths and weaknesses, and Civic Works has collaborated with the most effective trainers to modify trainings as necessary to ensure that

participants are learning. All of the providers used are certified and accredited to offer the environmental health and safety certifications in the proposed curriculum. Civic Works also utilizes employers as volunteer instructors. Contractual trainers must bid on training contracts according to federal procurement guidelines, and Civic Works typically obtains bids from four training consultants who are accredited to provide the OSHA, EPA, and Maryland Department of the Environment, regulated environmental health and safety certifications.

C. Audit Findings

There have only been two adverse audit findings. The findings were identified in Civic Works' 2009 audit and have been corrected. The first was a traffic ticket charged to a HUD grant as a result of an incorrectly coded receipt. The receipt was coded simply "HUD" to be charged to a private funding source under the HUD program. Instead, it was mistakenly billed to the HUD grant. To rectify the situation, Civic Works alerted and reimbursed HUD. Both HUD and the auditors are satisfied with this solution. The only other finding occurred because Civic Works' CFO at the time did not report that an account was noninterest bearing. HUD requires that no interest be collected on the grant funds that they distribute. The auditors have since been notified that the account is non-interest bearing, and the finding has been resolved.

D. Past Performance and Accomplishments

EPA Brownfields Accomplishments

- (i) EPA Brownfields Job Training Grant, 10/1/2001-9/30/2005, \$200,000 expended
- (ii) EPA Brownfields Job Training Grant, 10/01/2005-9/30/2007, \$200,000 expended
- (iii) EPA Brownfields Job Training Grant, 10/01/2007-9/30/2009, \$200,000 expended
- (iv) EPA Brownfields Job Training Grant, 10/01/2009-9/30/2011, \$200,000 expended
- (v) EPA Brownfields Job Training Grant, 2/01/2012-9/30/2014, \$300,000 expended
- (vi) EPA Brownfields Job Training Grant, 10/01/2014-09/30/2016, \$62,728.21 of \$200,000*

Civic Works received its first brownfields job training grant in 2001. After a planning period and an extension, the grant was completed in 2005. Starting with this second brownfields grant, Civic Works met all the goals that were identified in the work plan and drew down funds within the designated grant period. During the third and fourth brownfields grants, Civic Works continued to meet EPA's requirements and expand the project. Since 2005, Civic Works has consistently forged additional partnerships that allow for the enrollment of additional participants beyond the number in the work plan. Since 2005, the training program's graduation rate has stayed at a steady 90%. The placement rate has never fallen below 83%. Civic Works is applying for a new Environmental Workforce Development and Job Training Grant to continue its work when the current grant period ends in September 2016. *The remaining balance of the current grant is \$137,271.79.

Brownfields Program Metrics

Grant #	Project Period	Committed	Enrolled	Graduated	Placed	Avg. Wage	Updated in ACRES?
BT-98356501	10/01/01-9/30/05	40	60	41 (68%)	35 (85%)	\$11.70/hr	Yes
JT-97332401-0	10/01/05-9/30/07	40	70	66 (94%)	61 (92%)	\$14/hr	Yes
JT-973514-01-0	10/01/07-9/30/09	40	75	65 (87%)	58 (89%)	\$13.43/hr	Yes
JT-973514-10-0	10/01/09-09/30/11	20	44	42 (95%)	35 (83%)	\$13.60/hr	Yes

JT-96311301-2	02/01/12-09/30/14	160	160	139 (87%)	115 (83%)	\$11.74/hr	Yes
JT-96328601-0	10/01/14-09/30/16	80	40*	32*	27*	\$13.63/hr	Yes
	TOTAL	380	449*	385* (86%)	331* (86%)	\$12.90/hr	

** These numbers will change upon completion of the current grant period. Civic Works has made significant progress and will meet its goals for the grant period, which is scheduled to end September 2016.*

Civic Works consistently submits the required quarterly reports by the 30th day of the month following the close of each quarter. In the rare instance that a report is past due, it responds in a timely manner. Civic Works' Financial Status Reports have been submitted correctly and on time as required. It has been responsive and timely when corrections were requested. Civic Works continues to comply with the ACRES reporting requirements. It updates ACRES as progress is made or when it submits quarterly reports. Each time Civic Works updates ACRES, it includes supplemental performance measures to provide the most complete report.

6. Community and Employer Partnerships

A. Collaboration with Entities Involved with Local Remediation Activities and Projects

B'More Green has a positive and productive relationship with the Office of Sustainability (BOS). BOS is an office of the City of Baltimore that establishes priorities for Baltimore's growth that meet the current environmental, social, and economic needs of the community. BOS authored and administers Baltimore's Sustainability Plan, and recently received a \$200,000 Brownfields Community-Wide Assessment Grant from the EPA to perform site assessments in east and west Baltimore. B'More Green will coordinate closely with BOS to involve trainees in this project at all available opportunities. **See attached letter of support from Beth Ann Strommen at the Baltimore Office of Sustainability.*

B'More Green has maintained a relationship with the Maryland Department of the Environment (MDE). In the past, MDE has provided B'More Green participants with instruction on Brownfields and Community Redevelopment, as well as Maryland Erosion and Sediment Control and Maryland Drinking Water sampler certification training.

Civic Works has also cultivated a strong relationship with EA Engineering, Science, and Technology, Inc., an engineering and consulting firm that specializes in environmental, compliance, natural resources, and infrastructure engineering and management solutions. EA professionals contributed to the initial design of the Brownfields Training Program, provide information about the future outlook for the industry in the Baltimore region, connect program staff with new employers, and provide ongoing guidance as members of the B'More Green advisory board. **See attached letter of support from EA Engineering, Science, and Technology.*

B. Community Partnership Building

Many community-based organizations throughout Baltimore support the B'More Green training initiative. Often, these organizations rely on B'More Green as a proven and effective source for job training and placement for their clients. B'More Green relies on these organizations as an important recruitment resource. The benefit of these relationships to B'More Green is not limited to increasing the pool of applicants during recruitment. These organizations also provide critical support services to the clients that they serve. These support services improve the chance that these individuals will be successful in B'More Green training and in the employment that follows. The services that these organizations provide include GED classes, life skills training, transportation, addictions and mental health counseling, housing, health care,

family support and counseling, and a variety of other services that are critical to the success of B'More Green's participants but fall outside of the program's scope of practice. These organizations include but are not limited to: the Mayor's Office of Employment Development, which coordinates the Baltimore Workforce Investment Board and provides resources to jobseekers, including one-stop career centers; Gaudenzia, which provides addiction and counseling treatment; Maryland Center for Veterans Education & Training, which provides transitional housing for veterans experiencing homelessness; The Way Station, which provides outpatient mental health services; Maryland New Directions, which provides job readiness training; and Baltimore Child Support Office, which provides assistance with reinstating driver's licenses due to child support arrears. **Please see letters of support from Southwest Partnership and Maryland Center for Veterans Education & Training, Inc. (MCVET)*

Civic Works took several approaches to obtain community input prior to submitting its proposal. Between December and January, the Project Director and Placement Specialist held meetings with 35 local community groups and service providers to discuss the proposal and the needs of community members. This was done to ensure that the proposed training would best address the employment needs of residents of the target communities. Civic Works disseminated invitations to a public comment meeting held at its training facility on January 12 through a newspaper announcement and its network of community partners. At the meeting staff collected verbal feedback on the proposal from community members. 11 community members were in attendance and expressed interest in seeing Civic Works' initiative implemented. Similarly, Civic Works' trainees completed surveys upon program completion in order to provide feedback based on their own experiences. The advisory board for Civic Works' B'More Green, which consists of graduates, employers, funders, and community members, also provided input at regular intervals.

C. Employer Involvement

Developing strong relationships with employers has been a key factor contributing to the overall success of the B'More Green program. Employers have played and continue to play a variety of roles in the development of B'More Green's operations. Employers provide feedback to project staff on all components of the curriculum, provide volunteer instruction to B'More Green participants, and continue to attend career fairs to hire B'More Green graduates. Civic Works has been in constant conversation with employer partners while developing and refining this training program. As noted, Civic Works conducts a regular Employer Survey to ensure it is incorporating employer feedback.

Most recently, between December and January, the Placement Specialist spoke with employer partners about the proposal and the needs of the employer community. This was done to ensure that the proposed training curriculum would meet the needs of employers and provide appropriate industry demanded skills and certifications. Civic Works also convened its B'More Green Advisory Board, whose members include Civic Works' two most active employers, on January 7, 2016 to discuss the proposal and proposed curriculum.

Civic Works' employer partners include Urban Green Environmental, Lifeline Environmental, Geo-Technology Associates, and many others. Denise Sullivan of Urban Green Environmental teaches a two-day Environmental Site Assessment training that has included a tour of the Westport site in south Baltimore. This activity has allowed B'More Green participants to access brownfield sites in the midst of the remediation process and to learn about the site assessment that was performed on site, the remediation taking place, and the monitoring that will be ongoing. Denise Sullivan hired her first employee from B'More Green. Aisha Dorn, a former

B'More Green graduate who now runs her own company, Lifeline Environmental, now serves on the B'More Green advisory board. Lifeline Environmental has hired 18 B'More graduates since October 2012 and expects to hire five to ten more over the three year grant period. Aisha has provided classroom-based instruction to B'More trainees and has also helped in developing the program curriculum, contributing the valuable insights she brings as a former graduate.

Other employers continue to maintain a close relationship with B'More Green. These employers can always be counted on to consult on curriculum matters and to attend career fairs, and they represent the employers that have hired and will continue to hire substantial numbers of B'More Green graduates. This category includes Advanced Green Home Solutions, A&I Environmental, GTA, Aerotek, Environmental Staffing (EN-STAFF), and Lewis Construction LLC. **Please see letters of support from Lifeline Environmental, A&I Environmental, and Environmental Staffing (EN-STAFF).*

7. Leveraging

Civic Works' B'More Green has developed strong partnerships with organizations throughout Baltimore that have committed to providing support services to participants referred by them. These organizations, and the services provided, are listed in Sections 4.B and 6.B. Civic Works anticipates that at least 16 (20%) of its participants will receive complementary services from these organizations, costing at least \$500 per participant. Therefore, Civic Works values the in-kind contribution of organizations providing supportive services at \$8,000.

Various brownfields industry experts have committed their time as volunteer instructors. Gary Suskauer, Client Services Manager at Urban Green Environmental, provides three hours of volunteer instruction to each class, delivering the "Introduction to Ecology and Brownfields" class segment. Denise Sullivan, owner of Urban Green Environmental, and an executive provided by Geo-Technology Associates both provide a total of 16 hours of volunteer instruction to each class on conducting an environmental site assessment. Across the four proposed classes under this grant, volunteers will provide a total of 76 hours of instruction. Civic Works values this instruction at a rate of \$60 per hour, and therefore values this in-kind contribution at \$4,560.

Civic Works' B'More Green Advisory Board members have committed their time, technical guidance, advice, and support free of charge. Members volunteer their time during quarterly meetings and consultations between meetings. Civic Works anticipates that members will volunteer at least 203 hours of their time over the grant period. Civic Works values this volunteer time at a rate of \$60 per hour, and therefore values this in-kind contribution at \$12,180.

In addition, Civic Works anticipates that other professionals at Advisory Board member companies will volunteer at least 48 hours of their time over the grant period to conduct half-day mock interview events at their facility for each graduating class. Civic Works values this volunteer time at a rate of \$40 per hour, or \$1,920 over the grant period. These events enable graduates to practice interview skills, tour on-site facilities, and navigate public transit.

The Thalheimer Foundation has committed to providing \$50,000 in matching funding for this training program. They will provide \$5,836 for outreach, \$8,804 for placement, and \$35,360 for case management. Civic Works has also committed to provide \$199,408 in unrestricted funds to support case management, life skills training, and the administrative costs of managing this grant. As such, Civic Works will be able to manage this grant in light of the administrative cost prohibition. In total, this program will leverage \$276,068 of matching funds, including \$26,660 of in-kind contributions, \$50,000 of grant funds from the Thalheimer Foundation, and \$199,408 of unrestricted funds from Civic Works.

CINCINNATI OH 45999-0038

In reply refer to: 0248104892
Dec. 20, 2013 LTR 4168C 0
52-1925614 000000 00

00022541
BODC: TE

CIVIC WORKS INC
CIVIC WORKS
2701 SAINT LO DRIVE
BALTIMORE MD 21213

014944

Employer Identification Number: 52-1925614
Person to Contact: Jeff Seibert
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your Dec. 11, 2013, request for information regarding your tax-exempt status.

Our records indicate that you were recognized as exempt under section 501(c)(3) of the Internal Revenue Code in a determination letter issued in June 1996.

Our records also indicate that you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Please refer to our website www.irs.gov/eo for information regarding filing requirements. Specifically, section 6033(j) of the Code provides that failure to file an annual information return for three consecutive years results in revocation of tax-exempt status as of the filing due date of the third return for organizations required to file. We will publish a list of organizations whose tax-exempt status was revoked under section 6033(j) of the Code on our website beginning in early 2011.

0248104892
Dec. 20, 2013 LTR 4168C 0
52-1925614 000000 00
00022542

CIVIC WORKS INC
CIVIC WORKS
2701 SAINT LO DRIVE
BALTIMORE MD 21213

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,



Richard McKee, Department Manager
Accounts Management Operations

Civic Works References List

(A) Employers Who Have Hired Program Graduates

Aerotek

8140 Corporate Drive, Suite 200

White Marsh, MD 21236

(410) 567-8079

Contact: Dustin Morsberger

Graduates Placed with Aerotek in the past year: 6

Names of Graduates Hired in Past Year: Sean Brown, Derrick Boulware, Deion Forman, Cameron Quamina, Antoine Smith, Gilbert Redmond

A&I Environmental

8301B Pulaski Highway

Baltimore, MD 21237

(410) 238-3020

Contact: Matt Smith

Graduates Placed with A&I in the past year: 2

Names of Graduates Hired in Past Year: Dyneaka Hall, Charles Henderson

(B) Community-Based Organization Partners

Southwest Partnership

1401 Hollins St

Baltimore, MD 21223

(667) 401-7609

Contact: Michael Seipp

Maryland Center for Veterans Education & Training, Inc. (MCVET)

301 North High St

Baltimore, MD 21202

(410) 576-9626

Contact: Ronald Hill

(C) Organizations from the Employer Community Who Have Been Involved in the Development of the Job Training Program

Lifeline Environmental, LLC

3 Cree Court

Randallstown, MD 21133

(410) 908-2739

Contact: Aisha Dorsey

Graduates Placed with Lifeline (since 2012): 18

Intent to Hire – Likely Hires 2016-2018: 7

Geo-Technology Associates (GTA)

14280 Park Center Drive, Suite A

Laurel, MD 20707

(410) 792-9446

Contact: Paul Hayden

Graduates Placed with GTA (since 2010): 5

Intent to Hire – Likely Hires 2016-2018: 4

Milestones Schedule

Oct 2016 – Dec 2016 Milestone: Recruit and screen 60 candidates	Training session I planned and scheduled, and trainers procured. Continue outreach efforts to CBO's and employers. Recruit and screen 60 candidates and enroll 20 participants for Training session I. Contact established with employers, and CBOs; recruitment in progress.
Jan 2017 – March 2017 Milestone: Training I begins Jan 26, 2017 Milestone: Training I ends Feb 27, 2017 Milestone: Recruit and screen 60 candidates	Training session I begins January 26, 2017 and ends February 27, 2017. Job development and update training status with employers. Employers scheduled for career fair. Host career fair. Place graduates, continue job placement. Training session II planned and scheduled, trainers procured. Continue outreach efforts to CBO's and employers. Recruit and screen 60 candidates and enroll 20 participants for Training session II.
April 2017 – June 2017 Milestone: Training II begins April 6, 2017 Milestone: Training II ends May 8, 2017	Training session II begins April 6, 2017 and ends May 8, 2017. Job development and update training status with employers. Employers scheduled for career fair. Host career fair. Place graduates, continue job placement. Continue trainee follow-up from previous sessions.
July 2017 - September 2017	Place graduates, continue job placement and trainee follow-up from previous sessions.
September 30, 2017 (End of FY17)	Milestones: 120 individuals recruited and screened, 40 enrolled, 90% graduated. Training sessions I and II completed. 85% of graduates placed in jobs.
October 2017 – December 2017 Milestone: Recruit and screen 60 candidates	Training session III planned and scheduled, trainers procured. Continue outreach efforts to CBO's and employers. Recruit 60 candidates and enroll 20 participants for Training session III. Contact established with employers, and CBOs; recruitment in progress. Continue trainee follow-up from previous sessions.
January 2018 – March 2018 Milestone: Training III begins Jan 25, 2018 Milestone: Training III ends Feb 26, 2018 Milestone: Recruit and screen 60 candidates	Training session III begins January 25, 2018 and ends February 26, 2018. Job development and update training status with employers. Employers scheduled for career fair. Host career fair. Place graduates, continue job placement. Training session IV planned and scheduled, trainers procured. Continue outreach efforts to CBO's and employers. Recruit 60 candidates and enroll 20 participants for Training session IV. Contact established with employers, and CBOs; recruitment in progress. Continue trainee follow-up from previous sessions.
April 2018 – June 2018 Milestone: Training IV begins April 4, 2018 Milestone: Training IV ends May 6, 2018	Training session IV begins April 6, 2018 and ends May 6, 2018. Job development and update training status with employers. Employers scheduled for career fair. Host career fair. Place graduates, continue job placement. Continue trainee follow-up from previous sessions. Identify non-EPA funding prospects.
July 2018 - September 2018	Place graduates, continue job placement and continue trainee follow-up from previous sessions.
September 30, 2018 (End of FY18)	Milestones: 240 individuals recruited and screened, 80 participants enrolled, 90% graduated. Training sessions I, II, III, and IV completed. 85% of graduates placed in jobs.
October 2018 – September 2019	Continue job placement and trainee follow-up from previous sessions. Track/analyze/report performance data. Secure non-EPA funding to sustain the program post-EWDJT.

Appendix 3

Other Factors Checklist

Other Factors Checklist

Name of Applicant: Civic Works, Inc.

Please identify with an **X** any of the items below which may apply to your proposed Environmental Workforce Development and Job Training grant project area as described in your proposal. Also, provide the page number and where the information is located within your proposal on how you meet the factor on the line provided next to each factor. EPA may verify these disclosures and supporting information prior to selection and may consider this information during the evaluation process.

X Recent (2008 or later) significant economic disruption (unrelated to a natural disaster or manufacturing/auto plant closure/power plant closure) has occurred within the community, resulting in a significant percentage loss of community jobs and tax base.
Page 1, Section 1.A (2015 civil unrest)

- Fair distribution of funds between urban and non-urban areas, including an equitable distribution of funds to “micro” communities (those communities with populations of 10,000 or less). Provide your total population count below.

X Fair distribution of funds between new applicants and previous job training grant recipients; (“New” applicants are also defined as organizations that received EPA brownfields job training grant funding in 2008 or prior to 2008) Indicate whether or not you have ever received EPA job training grant funding before, and if so, in what year(s) did you receive funding?
Page 12, Section 5.D. Civic Works has received 6 EPA Environmental Workforce Development and Job Training Grants since 2001. Civic Works has been funded for the following EWDJT grant periods: 10/01/01-9/30/05, 10/01/05-9/30/07, 10/01/07-9/30/09, 4: 10/01/09-09/30/11, 02/01/12-09/30/14, 10/01/14-09/30/16

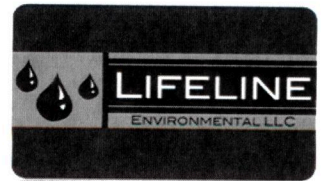
- Whether the applicant is a federally recognized Indian Tribe or United States Territory, or is an organization that will serve tribal or territorial residents.

X The needs of communities adversely affected by natural disasters (2007 or later). Page 1, Section 1.A (Historic June 2012 North American Derecho)

- Whether the applicant is a recipient or a core partner of a HUD/DOT/EPA Partnership for Sustainable Communities (PSC) grant and the proposed target area includes the same area served through the PSC funding. Examples of PSC grant or technical assistance include a HUD Regional Planning or Challenge grant, DOT Transportation Investment Generating Economic Recovery (TIGER), or EPA Smart Growth Implementation or Building Blocks Assistance,—etc. _____

- Whether the applicant is one of the 24 recipients, or a core partner/implementation strategy party, of a “manufacturing community” designation provided by the Economic Development Administration (EDA) under the Investing in Manufacturing Communities Partnership (IMCP). A core partner/implementation strategy party is a local partner organization/jurisdiction that will carry out the proposed strategy, as demonstrated in letters of commitment or memoranda of understanding which documents their contributions, roles, and responsibilities to the partnership. EDA may provide EPA a list of the core partners/implementation strategy parties for each of the 24 “manufacturing community” designees, which EPA would use to verify this factor. Applicants must clearly demonstrate there is a nexus between their IMCP designation and the proposed training activities. _____

X Proposals that seek to serve veterans. Page 7, Section 4.B _____



Lifeline Environmental, LLC
3 Cree Court
Randallstown, MD 21133
December 1, 2015

Dana Stein
Executive Director
Civic Works, Inc.
2701 St. Lo Drive
Baltimore, MD 21213

Re: Civic Works Environmental Workforce Development Proposal

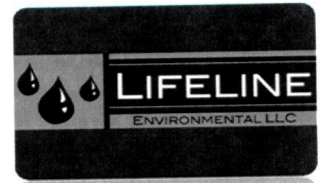
Dear Mr. Stein,

Lifeline Environmental is proud to endorse Civic Works' Environmental Workforce Development and Job Training proposal, and we pledge our company's participation as an employer partner. The training that Civic Works provides Baltimore City residents is essential for ensuring that Lifeline Environmental has well trained workers capable of performing lead and asbestos abatement and environmental remediation and that these Baltimore residents have access to family-sustaining employment opportunities.

We began hiring employees from Civic Works because of the comprehensive scope of the training. Graduates of the program are highly qualified candidates, and the training, certifications and job readiness that they received from Civic Works have been an added value to our company. We have hired 18 graduates since October 1, 2012 at an average wage of \$13.00, and we anticipate hiring 10 additional Civic Works graduates over the next two years.

In addition to hiring employees from Civic Works, we also pledge to:

- Give feedback and insights as it relates to our industry;
- Partner with Civic Works on curriculum development to ensure that the program rigorously addresses the needs of our company and other employers, based on industry demands;
- Deliver feedback on the performance of graduates in order to ensure that Civic Works' curriculum robustly supports the needs of graduates entering the industry;



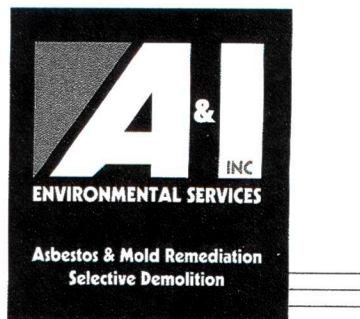
- Serve as a volunteer on Civic Works' Baltimore Center for Green Careers Advisory Board in order to provide ongoing feedback and support for continuous program improvement;

The process of becoming an entrepreneur and growing my business has affirmed for me that Civic Works' training gave me the necessary skills to be successful in the industry. Civic Works' training program was an environment that required a grueling work ethic, which is something that I have taken with me through my career and I owe completely to the program. As a result of this work ethic, I have received recognition from both Mayor Stephanie Rawlings-Blake and the White House for my efforts in creating job opportunities for Baltimore City residents and making Baltimore a healthier place to live. While the vision for starting Lifeline Environmental was mine, Civic Works' training program gave me the tools to start my own business; it is the reason I am able to hire workers from the same program that I was trained in.

I am continually impressed by the scope of the program and the professionalism of the B'More Green training program staff. The program is responsive to the needs of Baltimore City's employers and environmental projects, and offers a comprehensive certification-based training. We are excited by the prospect of continuing our work with you and hope that your proposal is funded. If you have any questions please do not hesitate to contact me at (410) 908-2739.

Sincerely,

Aisha L. Dorn
Founder-CEO
Lifeline Environmental, LLC



www.aandiinc.com

December 10, 2015

Dana Stein
Executive Director
Civic Works, Inc.
2701 St. Lo Drive
Baltimore, MD 21213

Re: Civic Works Environmental Workforce Development Proposal

Dear Mr. Stein,

A&I, Inc., is proud to endorse Civic Works' Environmental Workforce Development and Job Training proposal, and we pledge our company's participation as an employer partner. The training that Civic Works provides Baltimore City residents is essential for ensuring that A&I, Inc. has well trained workers capable of performing asbestos abatement and environmental remediation, and that these Baltimore residents have access to family-sustaining employment opportunities.

We began hiring employees from Civic Works because of the comprehensive scope of the training. Graduates of the program are highly qualified candidates, and the training, certifications and job readiness that they received from Civic Works have been an added value to our company. We have hired 14 graduates since July 2011 at an average wage of \$15.00 an hour, and we anticipate hiring at least 4 additional Civic Works graduates over the next two years.

In addition to hiring employees from Civic Works, we also pledge to:

- Give feedback and insights as it relates to our industry;
- Partner with Civic Works on curriculum development to ensure that the program rigorously addresses the needs of our company and other employers, based on industry demands;
- Deliver feedback on the performance of graduates in order to ensure that Civic Works' curriculum robustly supports the needs of graduates entering the industry;

I am continually impressed by the scope of the program and the professionalism of the B'More Green training program staff. The program is responsive to the needs of Baltimore City's employers and environmental projects, and offers a comprehensive certification-based training.

Mr. Stein
Page 2
December 10, 2015

We are excited by the prospect of continuing our work with you and hope that your proposal is funded. If you have any questions please do not hesitate to contact me at 410-238-3020.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Smith", with a stylized flourish at the end.

Matthew Smith
Secretary/Treasurer
A&I, Inc.

EN-STAFF

ENVIRONMENTAL STAFFING

December 31, 2015

Dana Stein

Executive Director

Civics Works, Inc.

2701 St. Lo Drive

Baltimore, MD 21213

Re: Civic Works Environmental Workforce Development Proposal

Dear Mr. Stein,

Environmental Staffing is proud to endorse Civic Works' Environmental Workforce Development and Job Training proposal, and we pledge our company's participation as an employer partner. The training that Civic Works provides Baltimore City residents is essential for ensuring that Environmental Staffing has well trained workers capable of performing asbestos abatement, environmental remediation, and mold abatement and that these Baltimore residents have access to family-sustaining employment opportunities.

We began hiring employees from Civic Works because of the comprehensive scope of the training. Graduates of the program are highly qualified candidates, and the training, certifications and job readiness that they received from Civic Works have been an added value to our company. We have hired twenty graduates since 2012 at an average wage of \$13 per hour, and we anticipate hiring twenty five additional Civic Works graduates over the next two years.

In addition to hiring employees from Civic Works, we also pledge to:

- Give feedback and insights as it relates to our industry;
- Partner with Civic Works on curriculum development to ensure that the program rigorously addresses the needs of our company and other employers, based on industry demands;
- Deliver feedback on the performance of graduates in order to ensure that Civic Works' curriculum robustly supports the needs of graduates entering the industry;

6401 Carmel Road Suite 207 Charlotte, NC 28226
Phone 704 - 529 - 6707 Fax 704 - 529 - 6017

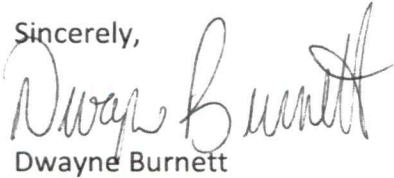
EnvironmentalStaffing.com

EN-STAFF

ENVIRONMENTAL STAFFING

- Serve as a volunteer on Civic Works' Baltimore Center for Green Careers Advisory Board in order to provide ongoing feedback and support for continuous program improvement
- In am continually impressed by the scope of the program and the professionalism of the B'More Green training program staff. The program is responsive to the needs of Baltimore City's employers and environmental projects, and offers a comprehensive certification-based training. We are excited by the prospect of continuing our work with you and hope that your proposal is funded. If you have any questions, please do not hesitate to contact me at 888-774-8367.

Sincerely,



Dwayne Burnett

Operations Manager

Environmental Staffing



January 8, 2016

Dana Stein, Executive Director
Civic Works, Inc.
2701 St. Lo Drive
Baltimore, MD 21213

Dear Mr. Stein, *Dana*

On behalf of the Baltimore City Office of Sustainability, I am pleased to submit this letter in support of Civic Works' Environmental Workforce Development and Job Training proposal, and to pledge our participation as a partner. This program provides unemployed and underemployed Baltimore City residents with extensive training that is essential to obtaining family-sustaining employment, and also educates residents about the importance of brownfields revitalization in Baltimore City.

The Baltimore Sustainability Plan establishes priorities for how Baltimore can grow and prosper in ways that meet the current environmental, social, and economic needs of our community without compromising the ability of future generations to meet those needs. The plan consists of 29 goals. This project will help us achieve Pollution Prevention Goal #4, "Reduce risks from hazardous materials," and Green Economy Goal #1, "Create green jobs and prepare city residents for these jobs."

Civic Works has been a vital partner in many of the Office of Sustainability's endeavors over the years, and we are consistently impressed with the competence and professionalism of your staff. The brownfields training program in particular has developed a robust, comprehensive, and successful curriculum. The Office of Sustainability recently received a Brownfields Community-Wide Assessment grant from the EPA, which will allow us to perform multiple environmental site assessments in east and west Baltimore. Having trained city residents who can do this work will be invaluable to our project's success, and will help bolster support and understanding within the communities in which it is taking place. We will work closely with you to ensure that trainees from your program are involved in this project wherever possible, and we anticipate more opportunities to work together in the future.

We hope that EPA recognizes the value of this program and selects your proposal for funding. Please feel free to contact me if you have any questions.

Sincerely,

Beth Ann Strommen
Director, Baltimore Office of Sustainability

January 7, 2016

Mr. Dana Stein
Executive Director
Civic Works, Inc.
2701 St. Lo Drive
Baltimore, MD 21213

Re: Civic Works Environmental Workforce Development Proposal

Dear Mr. Stein,

EA Engineering, Science, and Technology, Inc., PBC (EA) is proud to endorse Civic Works' Environmental Workforce Development and Job Training proposal, and we pledge our company's continued support as an active partner. The training that Civic Works provides Baltimore City residents is essential for ensuring that local companies have well-trained workers capable of performing lead and asbestos abatement, environmental remediation, and energy retrofit and solar system installation work, and that these Baltimore residents have access to family-sustaining employment opportunities.

EA professionals were involved in the establishment of the B'More Green training program, and we continue that commitment today by serving as members of Civic Works' Baltimore Center for Green Careers Advisory Board. In this role, we utilize our expertise in and knowledge of environmental remediation to advise Civic Works about emerging industry trends, contribute to continuous program improvement, and connect B'More Green staff members with employers who are hiring entry-level workers.

As a Professional Benefit Corporation, we strive to *"walk-the-walk and talk-the-talk"* and our involvement with Civic Works accomplishes just that. With their involvement in the program, our employees are leading by example and promoting sustainability within the Baltimore Community. Through these volunteer efforts, they work side-by-side with local stakeholders and share their knowledge to help others.

Further, EA has a long-term working relationship with EPA both as a prime contractor for the agency and implementing environmental projects financed through EPA grant and loan programs. As a small business, EA currently holds Remedial Action Contracts with three EPA Regions as well as serves as the prime contractor on the Great Lakes Architect-Engineer Services (GLAES) Small Business Set-Aside Contract for EPA Region V. In turn, EA is proud of our legacy of support for Civic Works as it is truly reflective of EA's corporate sustainability goals and socially responsible business practices.

I am continually impressed by the scope of the program and the professionalism of the B'More Green training program staff. The program is responsive to both the needs of Baltimore City's



employers and its unemployed and under-employed job seekers. We look forward to continuing our work with you in the future and hope that your proposal is fully funded. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink. The signature is cursive and appears to read 'Melissa Smith'. There is a small star-like mark above the 'i' in 'Smith'.

Melissa Smith, F. SAME
Manager, Corporate Marketing and Communications



MCVET

"Veterans Helping Veterans"

Maryland Center for Veterans Education & Training, Inc.

301 North High Street | Baltimore, MD 21202 | Phone (410) 576-9626 | Fax: (410) 576-9628

January 7, 2016

Dana Stein
Executive Director
Civic Works, Inc.
2701 St. Lo Drive
Baltimore, MD 21213

Re: Civic Works Environmental Workforce Development Proposal

Dear Mr. Stein,

Maryland Center for Veterans Education and Training, Inc. (MCVET) is proud to endorse Civic Works' Environmental Workforce Development and Job Training proposal, and we pledge our organization's participation as a nonprofit partner. The training that Civic Works offers Baltimore City residents is essential for connecting our clients with family-sustaining employment in the environmental remediation industry. Our partnership with Civic Works is beneficial to our clients because together, we are able to provide them with wrap-around services to comprehensively remove barriers to employment and support retention.

Maryland Center for Veterans Education and Training, Inc. (MCVET) pledges to support this training initiative by providing eligible training participants with environmental workforce development opportunities.

For the past 21 years, Maryland Center for Veterans Education and Training, Inc. (MCVET) has provided homeless veterans and other veterans in need with comprehensive services that have enabled them to rejoin their communities as productive citizens. We provide these services through case management, employment and education assistance, benefits counseling, and other supportive services.

We have developed a close partnership with Civic Works, and are continually impressed by the scope of this program and the professionalism of your staff. We are excited by the prospect of working with you in the future and hope that your proposal is funded. If you have any questions please do not hesitate to contact me at 410-576-9626 ext 231.

Sincerely,

Ronald E. Hill
Program Coordinator

Maryland Center for Veterans Education and Training, Inc.



A Member Agency of

UNITED WAY
OF CENTRAL MARYLAND

Southwest Partnership

Barre Circle + Franklin Square + Hollins Roundhouse
+ Pigtown + Poppleton + Union Square + Mount Clare

January 7, 2016

Dana Stein
Executive Director
Civic Works, Inc.
2701 St. Lo Drive
Baltimore, MD 21213

Re: Civic Works Environmental Workforce Development Proposal

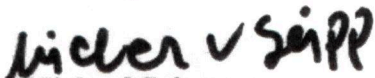
Dear Mr. Stein,

The Southwest Partnership is proud to endorse Civic Works' Environmental Workforce Development and Job Training proposal, and we pledge our organization's participation as a nonprofit partner. The training that Civic Works offers Baltimore City residents is essential for connecting our residents with family-sustaining employment in the environmental remediation industry. Our partnership with Civic Works is beneficial to our residents because together, we are able to build pathways out of poverty through sustained employment in the industry.

The Southwest Partnership is a coalition of seven neighborhood associations and six anchor institutions in Southwest Baltimore covering the neighborhoods of Barre Circle, Franklin Square, Hollins Roundhouse, Mount Clare, Pigtown, Poppleton, and Union Square. Through the community associations which make up the Southwest Partnership, as well as the non-profit organizations and service providers which are our partners and which serve residents in the Southwest Partnership area we will be able to provide area residents with information about the program as well as refer eligible and ready residents to Civic Works.

We have developed a close partnership with Civic Works, and are continually impressed by the scope of this program and the professionalism of your staff. We are excited by the prospect of working with you in the future and hope that your proposal is funded. If you have any questions please do not hesitate to contact me at michael@southwestpartnershipbaltimore.org or 667-401-7609.

Sincerely,



Michael Seipp
Executive Director, Southwest Partnership

southwestpartnershipbaltimore.org

southwestpartnershipbaltimore@gmail.com

